

PUBLIC HEALTH COMMITTEE MEETING MINUTES

Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.

Thank you!

*The public may continue to observe meetings via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOl67vIR8g-Ow>)

Date: Wednesday, October 26, 2022 @ 9:00 AM

Location: **Supervisors' Chambers, 2nd floor of the government center.**

Present: **Davis, Grant**, Berwanger (9:07 AM), Gozelski, Roche, Roberts (9:07 Am), Brick, King

Absent: May, Becker

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; B. Kehl, T/Attica; D. Granger, T/Gainesville; E. J. Gozelski, T/Castile; B. Ryan/Board Chair (9:02 AM)

Department Agenda Item	Discussion	Decision	Action
9:00 AM Committee Chair's Agenda			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:00 AM Mental Health w/K. Dryja			
1. FYI Interdepartmental Contract: \$3,001 or greater: (Revenue) Contract with Wyoming County Department of Social Services , 466 N. Main St., Warsaw Qualified Individual (QI) Assessment Services in an amount not to exceed \$5,000.00; effective October 1, 2022 through September 30, 2023 (MUNIS CONTRACT #803) ✓		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
At 9:02 AM Chairwoman Ryan, T/Warsaw entered the meeting during the below agenda item.			
2. Appropriation: To: 014220.510001 Salaries – Fixed Sch S/D/I \$1,557.00 014220.541010 Office Supplies 500.00 014220.542306 Misc. Other <u>7,648.00</u> w/01422003.4349200 Substance Abuse State \$9,705.00 Reason: State aid COLA adjustment.		Motion: Brick Ayes: 6 Noes: Absent: 4 Berwanger, Roberts, May, Becker	Carried: XXX Defeated: Referred to: FINANCE
3. Appropriation: To: 014310.540007 Telephone (Basic & LD) \$500.00 014310.510001 Salaries – Fixed Sch S/D/I <u>717.00</u> w/014431003.434900 Mental Health-State Aid \$1,217.00 Reason: State aid COLA adjustment.		Motion: Brick Ayes: 6 Noes: Absent: 4 Berwanger, Roberts, May, Becker	Carried: XXX Defeated: Referred to: FINANCE

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Department Agenda Item	Discussion	Decision	Action
<p>4. Appropriation: To: 014324.540002 Electricity \$1,000.00 014324.540007 Telephone (Basic & LD) 200.00 014324.540601 Rent 813.00 014324.542306 Misc. Other <u>9,400.00</u> w/01432401.434900 Mental Health-State Aid \$11,413.00 Reason: State aid COLA adjustment.</p>		Motion: Brick Ayes: 6 Noes: Absent: 4 Berwanger, Roberts, May, Becker	Carried: XXX Defeated: Referred to: FINANCE
<p>5. Misc. • Update on OTP (Opioid Treatment Program)</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:15 AM Public Health w/G, Collins, L. Paolucci, R. Jines & J. Merrill			
<p>1. Amend Resolution #20-446 (as amended by #21-430): Authorize Chairman/Commissioner of Health to sign an Amended Grant Contact with New York State Office of Children and Family Services (OCFS), 52 Washington Street, Rensselaer, NY for funding of the Baby Bundle Grant Program to reflect the following revisions: • Extend end date to December 31, 2023 All else remains the same. MUNIS CONTRACT #861</p>	<p style="color: red; font-style: italic;">✓(pending county attorney approval)</p>	Motion: Grant Ayes: 6 Noes: Absent: 4 Berwanger, Roberts, May, Becker	Carried: XXX Defeated: Referred to: *RESOLUTION
<p>2. Grant Application and Acceptance: Authorize Chairman/Commissioner of Health to sign a grant application and acceptance award with New York State Dept. of Health / Health Research, Inc., Riverview Center, 150 Broadway, Suite 560, Menands, NY 12204 for the funding of the Public Health Emergency Preparedness Program in a minimum amount of \$52,099.00; effective July 1, 2022 through June 30, 2023. MUNIS CONTRACT #814✓</p>		Motion: King Ayes: 6 Noes: Absent: 4 Berwanger, Roberts, May, Becker	Carried: XXX Defeated: Referred to: *RESOLUTION

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Department Agenda Item	Discussion	Decision	Action
<i>At 9:07 AM Supervisors Berwanger, T/Arcade and Roberts, T/Genesee Falls entered the meeting during the below agenda item.</i>			
<p>3. Grant Application and Acceptance: Authorize Chairman/Commissioner of Health to sign a grant application and acceptance award with Governor's Traffic Safety Committee, Empire State Plaza, Albany, New York for the funding of the Child Passenger Safety Program in a minimum amount of \$1,500.00; effective October 1, 2022 through September 30, 2023. MUNIS CONTRACT #818 ✓</p>		Motion: Brick Ayes: 8 Noes: Absent: 2 May, Becker	Carried: XXX Defeated: Referred to: * RESOLUTION
<p>4. Overnight Travel Authorization WITHDRAWN: G. Collins to attend 2022 Annual Public Health Leaders' Summit in Clayton, NY, October 12-13, 2022. Conference, lodging and meals provided by NYSACHO. Travel by personal vehicle; employee expenses budgeted.</p>	<p><i>Withdraw approval given by Public Health Committee during 08/31/22 Public Health Committee Meeting. WCHD participated in the conference virtually.</i></p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>5. Discussion Item:</p> <ul style="list-style-type: none"> • Wyoming County Health Department received the award notice increasing the OCFS Healthy Families grant to include Wyoming and Genesee Counties, contract documents in process. • Total revised five-year award \$1,375,000.00. • Will return in November with requested amendment to Community Action sub-contract. MUNIS CONTRACTS #629 & #630 ✓ <ul style="list-style-type: none"> ○ Community Action prepared to provide services to both Wyoming and Genesee County. • Planning meetings to occur today • The grant is focused on serving youth. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>6. Discussion Item:</p> <ul style="list-style-type: none"> • NYSDOH announced an increase in funding for the Children and Youth with Special Health Care Needs grant. • The HD and YB met to discuss options for fulfilling the revised grant deliverables. 	<p>Program overview Proposed implementation plan</p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
<p>7. <i>Position Abolish:</i> <i>Health Department</i> Abolish one (1) position of <u>Keyboard Specialist</u> (Position Code #052.337) (1.00 FTE), CSEA Schedule A, Grade 2 (\$16.70/hr. - \$18.22/hr.). The Health Department received permission to fill in May 2022.</p>	<p><i>There is no current Civil Service list and efforts to recruit a qualified candidate have been unsuccessful.</i></p>	<p>Motion: King Ayes: 8 Noes: Absent: 2 May, Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">FINANCE</p>
<p>8. <i>Position Creation / Fill:</i> <i>Health Department</i> Create one (1) position of <u>Sr. Account Clerk</u> (1.00 FTE), CSEA Schedule A, Grade 6 (\$18.37/hr. - \$20.48/hr.); effective November 14, 2022. Funds budgeted.</p>		<p>Motion: King Ayes: 8 Noes: Absent: 2 May, Becker</p>	<p>Carried: XXX Defeated: Referred to:</p> <p style="text-align: right;">FINANCE</p>
<p>9. <i>Building Renovation Update</i></p> <ul style="list-style-type: none"> • Buildings and Grounds are doing a great job! • Carpet has been removed and replaced; ceiling tiles have been removed and replaced, IT is working on wiring and the cubicles are being assembled and set in place. 		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
<p>Operational Update (as needed): <u>ADMINISTRATION:</u></p> <ul style="list-style-type: none"> ➤ WCHD Nursing titles and salary study (referred from September PHC) ➤ <u>Wyoming County Threat Assessment Team</u> ➤ No-cost extension of COVID-19 ELC Grant Program from March 31, 2023 through 12/31/2023 announced by NYSDOH. Awaiting contract documents. <p><u>ENVIRONMENTAL:</u></p> <ul style="list-style-type: none"> ➤ <u>September Environmental Health Report</u> <p><u>PUBLIC HEALTH NURSING:</u> <u>PH EMERGENCY PREPAREDNESS:</u> <u>JAIL MEDICAL:</u> <u>CORONERS:</u> Coroner Meeting 10/17 <u>WEIGHTS & MEASURES:</u></p> <ul style="list-style-type: none"> ➤ <u>September Weights & Measures Report</u> 			
<p><i>At 9:37 AM there was a motion by Supervisor Roberts to enter an executive session to discuss the employment and performance history of a particular employee. This was seconded by Supervisor King and all voted aye. The YouTube live stream was suspended, all remained except for Budget Officer Cook. At 9:57 AM there was a motion by Supervisor Roche to end the executive session and continue the regular meeting. This was seconded by Supervisor King and all voted aye.</i></p>			
<p><u>Promotional Opportunity Proposal</u></p>			
<p><u>Position Creation / Fill:</u> Health Department One (1) position of <u>RN (Jail Medical)</u>, (1.0fte working 40 hours per week); effective January 1, 2023. 2023 CSEA Schedule A, Grade 20, \$33.36 - \$41.55/hour.</p>		<p>Motion: Grant Ayes: 8 Noes: Absent: 2 May, Becker</p>	<p>Carried: XXX Defeated: Referred to: FINANCE</p>
<p><u>Position Creation / Fill:</u> Health Department One (1) position of <u>Public Health Nurse II</u> (1.0fte working 40 hours per week); effective January 1, 2023. 2023 CSEA Schedule A, Grade 20A, \$31.75 - \$36.76/hour.</p>		<p>Motion: Grant Ayes: 8 Noes: Absent: 2 May, Becker</p>	<p>Carried: XXX Defeated: Referred to: FINANCE</p>

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Department Agenda Item	Discussion	Decision	Action
Position Creation / Fill: Health Department One (1) position of RN (Public Health) , (1.0fte working 40 hours per week); effective January 1, 2023. CSEA Schedule A, Grade 20B, \$28.03 - \$34.85/hour.		Motion: Grant Ayes: 8 Noes: Absent: 2 May, Becker	Carried: XXX Defeated: Referred to: FINANCE

Signature of Committee Chairman: **p/J. Davis (minutes prepared by C. Ketchum).**

Next Public Health Committee Meeting scheduled for **Wednesday, November 30, 2022 @ 9:00 AM.**

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